

Completion Report  
Local Government Projects  
Kentucky Community Development Office  
Governor's Office for Local Development

Type of Award

Please check one of the following:

- ☐ Local Government Economic Development Fund (LGEDF)-Line-item ☐ LGEDF-Grant
- ☐ Community Economic Growth Grant (CEGG)

Project

Project Title: \_\_\_\_\_ Contract # \_\_\_\_\_

Type of Project (construction, revitalization, purchase of land/equipment, etc.): \_\_\_\_\_

Project Allocation: \$ \_\_\_\_\_

Total Actual Funds Received: \$ \_\_\_\_\_

Has final draw been made? Yes \_\_\_\_\_ No \_\_\_\_\_

Recipient/Grantee

Legal Recipient/Grantee: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Official's Name: \_\_\_\_\_ County/City/Other \_\_\_\_\_

Close-Out Narrative

Provide a narrative of how the project was completed (REQUIRED):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

PLEASE NOTE: Any remaining funds must be returned to the Governor's Office for Local Development by check payable to the Kentucky State Treasurer.

☐ Other financial reports, invoices and relevant documentation

**Attachment A: Financial Report**  
**Local Government Projects Completion Report**  
**Kentucky Community Development Office**  
**Governor's Office for Local Development**

Please list all financial transactions of project (group like items together).

Note: All attached forms are final *pending* completion and receipt of this financial report.

Financial Summary

Payable	Amount	Purpose (equipment, supplies, etc.)

Signature

Check below and sign to certify attachment of all final close out documents (e.g. inspections, certification of occupancy, copies of information, permits, invoices, receipts, etc.)

☐ All copies of final close out documents are attached.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Attachment B: Real Property Acquisition**  
**Local Government Projects Completion Report**  
**Kentucky Community Development Office**  
**Governor's Office for Local Development**

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**Property Acquisition**

Did this project involve the acquisition of real property? (check one)    ☐ yes    ☐ no

If yes, a copy of the deed transferring title must be attached to the back of this form if not already on file at the KCDO.

Please check to certify that a copy of the deed transferring title of any real property acquisition is attached:

☐ Copy of deed is attached.                      ☐ Copy of property survey, meets and bounds, etc. is attached.

**Signatures**

It is hereby certified that all activities undertaken by the recipient with funds provided under the *Memorandum of Agreement (MOA)* have to the best of my knowledge been carried out in accordance with the *MOA* and *Project Scope of Work*, that all funds have been expended or returned to the Commonwealth of Kentucky and that every statement and amount set forth in this instrument is true and correct as of this date.

Name and Title of Chief Executive Officer: \_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name and Title of Third Party Recipient: \_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

**For GOLD use only**

**FOR GOLD USE ONLY:** This completion report is hereby approved. The *MOA* and all supporting documents required are received.

Name and Title of GOLD Administrator: \_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

All records for this project are required to be maintained for three (3) years from the date of completion.

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